#### SENIOR CITIZENS OUTREACH ENTITY, INC. (A NONPROFIT ORGANIZATION)

Financial Statements
As Of and For the Year Ended
December 31, 2010

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date <u>UCT 1 2 2011</u>

### SENIOR CITIZENS OUTREACH ENTITY, INC. (A NONPROFIT ORGANIZATION)

#### FINANCIAL STATEMENTS As of and For the Year Ended December 31, 2010

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#### LITTLE & ASSOCIATES LLC CERTIFIED PUBLIC ACCOUNTANTS

Wm, TODD LITTLE, CPA CHARLES R. MARCHBANKS, JR., CPA

#### INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

The Board of Directors Senior Citizens Outreach Entity, Inc. Richwood, Louisiana

We have compiled the accompanying statement of financial position of Senior Citizens Outreach Entity, Inc. (a Nonprofit Organization) as of December 31, 2010, and the related statements of activities, functional expenses, and cash flows for the year then ended.

We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Monroe, Louisiana

Little + Associato, XXC

September 23, 2011

#### SENIOR CITIZENS OUTREACH ENTITY, INC.

#### STATEMENT OF FINANCIAL POSITION

#### **DECEMBER 31, 2010**

Assets		
Cash	\$	86,950
Certificate of Deposit		184,488
Contract Receivable - Ouachita Council on Aging		31,481
Property and Equipment:		,,,,,,
Furniture and Equipment		22,649
Automobile		21,287
Leasehold Improvements		51,420
Total	-	95,356
Less Accumulated Depreciation		(93,576)
Net Property and Equipment	-	1,780
	-	
Total Assets	\$_	304,699
Y de Battare.		
Liabilities	•	0 (10
Accounts Payable	\$_	2,648
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Total Liabilities	-	2,648
Net Assets		
Unrestricted		302,051
Total Net Assets	-	302,051
2 0 may 2 10t 4 8000th	-	
Total Liabilities and Net Assets	\$_	304.699

#### SENIOR CITIZENS OUTREACH ENTITY, INC.

#### STATEMENT OF ACTIVITIES

#### FOR THE YEAR ENDED DECEMBER 31, 2010

•		Unrestricted	Temporarily Restricted	Total
Support and Revenue Contracts:	•			
Ouachita Parish Council on Aging	\$	62,964 \$	- \$	62,964
Grants:		-		
City of Richwood		21,116	<b>.</b>	21,116
Donated Use of Facility		36,000	-	36,000
Contributions		454	-	454
Other Income		1,968	-	1,968
Interest Income		3,979		3,979
Total Support and Revenue	,	126,481	-	126,481
Expenses Programs		97,896	-	97,896
Supporting Services:  Management and General		32,368		32,368
Total Expenses		130,264		130,264
Change in Net Assets		(3,783)	-	(3,783)
Net Assets at Beginning of Year		305,834	<del></del> -	305,834
Net Assets at End of Year	\$ .	<u>302,051</u> \$	\$_	302,051

# SENIOR CITIZENS OUTREACH ENTITY, INC. STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2010

		Program Services	-	Supporting Services Management and General	_	<u>Total</u>
			•	<b></b>	<b></b>	500
Alarm System	\$	-	\$	588 5 207	\$	588 5 20 <del>7</del>
Automobile		-		5,397		5,397
Advertising		-		75		75
Bank Charges				197		197
Contract Services		5,227		- 400		5,227
Communication		1,252		2,922		4,174
Depreciation		1,003		288		1,291
Donated Use of Facility		32,400		3,600		36,000
Education				25		25
Insurance		4,010		445		4,455
Meals		28,791				28,791
Office Expense		_		3,035		3,035
Office Supplies		-		626		626
Other Expenses		-		602		602
Payroll		9,945		5,355		15,300
Postage		_		225		225
Professional Fees		-		5,000		5,000
Repairs and Maintenance		505		56		. 561
Supplies		22		2,793		2,815
Taxes - Payroll		1,235		665		1,900
Taxes		•		5		5
Transportation		9,283		_		9,283
Utilities-Water, Gas, Electric, Cable		4,223		469		4,692
•	<b>s</b>	97,896	\$	32,368	- \$	130,264
	Ψ =		Ψ,	<u> </u>	· * =	130,207

#### SENIOR CITIZENS OUTREACH ENTITY, INC.

#### STATEMENT OF CASH FLOWS

#### FOR THE YEAR ENDED DECEMBER 31, 2010

Operating Activities	
Change in Net Assets	\$ (3,783)
Adjustments to reconcile change in net assets to net cash	
provided by operating activities:	
Depreciation	1,291
Increase (Decrease) in Accounts Payable	 1,964
Net Cash Provided By (Used In) Operating Activities	 (528)
Investing Activities	
Investment in Certificate of Deposit	(3,243)
Net Cash Provided By (Used In) Investing Activities	 (3,243)
Financing Activities	
Net Cash Provided By (Used In) Financing Activities	 
Net Increase (Decrease) in Cash and Cash Equivalents	(3,771)
Cash and Cash Equivalents at Beginning of Year	 90,721
Cash and Cash Equivalents at End of Year	\$ 86,950

#### **Disclosure of Accounting Policy**

For purposes of the statement of cash flows, the Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

#### NOTE I - ORGANIZATION

Senior Citizens Outreach Entity, Inc. (the Organization) is a not-for-profit organization established to enhance the quality of life for senior citizens as it relates to education, health care, economic development and recreational activities. The Organization, which was founded in 1997, provides services to senior citizens residing primarily in the southern boundaries of Ouachita Parish, Louisiana area and operates under a contract with the Ouachita Council on Aging as required by the State of Louisiana Governor's Office of Elderly Affairs (Office of Elderly Affairs), the primary funding agency for the Organization.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### BASIS OF ACCOUNTING

The financial statements of the Organization have been prepared on the accrual basis of accounting and in accordance with U.S. generally accepted accounting principles.

#### FINANCIAL STATEMENT PRESENTATION

Financial statement presentation follows the provisions of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958, Not-for-Profit Organizations. Under FASB ASC 958, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. These three classes of net assets are described as follows:

Unrestricted Net Assets - consists of assets, public support, and program revenues which are available and used for operations and programs. Contributions are considered available for unrestricted use unless specifically restricted by the donor.

Temporarily Restricted Net Assets – includes funds with donor-imposed restrictions which permit the donee organization to expend the assets as specified and is satisfied either by the passage of time or by actions of the organization.

Permanently Restricted Assets – includes resources which have a permanent donor-imposed restriction which stipulates that the assets are to be maintained permanently, but permits the organization to expend all or part of the income derived from the donated assets.

#### PERVASIVENESS OF ESTIMATES

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### CONTRIBUTIONS

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. Contributions are recognized as support when received or when an unconditional promise to give is received.

Support that is restricted by the donor is reported as an increase in temporarily or permanently restricted net assets, depending on the existence or nature of any donor imposed restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.

#### PROPERTY, EQUIPMENT, AND DEPRECIATION

Furniture and equipment acquired by the organization and leasehold improvements made by the organization are recorded at cost. Property and equipment donated to the organization are recorded at fair value. Property and equipment purchased or donated with a cost or value exceeding \$250 and having a useful life of more than one year are capitalized. Depreciation is provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated service lives using the straight-line method. Improvements are capitalized, while expenditures for maintenance and repairs are charged to expense as incurred. Upon disposal of depreciable property, the appropriate property accounts are reduced by the related costs and accumulated depreciation. The resulting gains and losses are reflected in the statement of activities. The Organization is not permitted to dispose of property and equipment without the consent of the Ouachita Council on Aging and/or various state agencies.

#### SUPPORT AND REVENUE RESTRICTIONS

The Organization reports support and revenue that is restricted by the donor as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. When the restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.

#### **ADVERTISING COSTS**

Advertising and marketing costs are expenses as incurred.

#### **FUNCTIONAL ALLOCATION OF EXPENSES**

The costs of providing various programs and other activities have been summarized on a functional basis in the Statement of Activities and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and the supporting services benefited.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **INCOME TAX STATUS**

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, and is classified as other than a private foundation. During the year ended December 31, 2010, the Organization adopted certain provisions of FASB ASC 740, *Income Taxes*. The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements. The Organization's Federal Return of Organization Exempt from Income Tax (Form 990) for the years ended December 31, 2007, 2008 and 2009 are subject to examination by the IRS, generally for three years after they were filed.

#### NOTE 3 - DEPOSITS

At December 31, 2010, the Organization maintains three bank accounts and a certificate of deposit at Iberia Bank. Accounts at the financial institution are insured by the Federal Deposit Insurance Corporation up to \$250,000 in total. As of December 31, 2010, there were uninsured deposits in the amount of \$40,243.

#### NOTE 4 - REVENUE AND SUPPORT

The Organization's primary source of support and revenue for the programs and the administration of the Organization is through grants received from the Office of Elderly Affairs and a grant from the City of Richwood. Grant funds received from the Office of Elderly Affairs are passed-through from the Ouachita Council on Aging in accordance with the Organization's contract with the Ouachita Council on Aging.

#### NOTE 5 - DONATED USE OF FACILITY

The organization performs administrative functions and provides the majority of its programs in a facility, the use of which is donated by Pleasant Green Baptist Church, Inc. The value of donated use of facility meeting the requirements for recognition in the financial statements for the year ended December 31, 2010, totaled \$36,000, and has been included in revenue and expenses.

#### NOTE 6 - PROGRAMS

The Organization operates several programs designed to satisfy the needs of senior citizens in the southern boundaries of Ouachita Parish, Louisiana.

The programs operated by the Organization are described as follows:

Meals on Wheels – The program provides food for those senior citizens who are unable to provide a healthy diet for themselves. Meals are served on-site and at the homes of sick and shut-in individuals, who are unable to come on-site to participate in the program.

Transportation – The program is designed to ensure that senior citizens participating in the program can have a safe reliable means of transportation to various civic organizations, to pay bills, to and from the organization's on-site location, to and from medical appointments, and for various other activities.

#### NOTE 6 - PROGRAMS (CONTINUED)

Recreational and Educational Activities – The program includes, but is not limited to, on site resource presenters who inform the senior citizens about health concerns affecting the elderly. Volunteers oversee survival skill activities such as grocery shopping, visits to the doctor, and paying bills. Also, various recreational activities, which include crafts and other interests, are provided on-site in order to promote social grouping, individual activities and day-to-day interaction in a safe and accommodating environment.

#### NOTE 7 - FINANCIAL INSTRUMENTS

#### **COLLATERALIZATION POLICY**

The Organization does not require collateral to support financial instruments subject to credit risk.

#### CONCENTRATIONS

The Organization's primary source of current funding is through grants received from the Office of Elderly Affairs and the City of Richwood. At December 31, 2010, the Organization was operating under a grant through the Office of Elderly Affairs that terminates on June 30, 2011 and was renewed subsequent to year end until June 30, 2012.

The Organization has a concentration of credit risk relevant to its receivable for the contract with the Ouachita Council on Aging.

#### **NOTE 8 – SUBSEQUENT EVENTS**

The Organization's management has evaluated subsequent events through September 23, 2011, the date which the financial statements were available for issue.



### LITTLE & ASSOCIATES LLC

Wm. TODD LITTLE, CPA CHARLES R. MARCHBANKS, JR., CPA

September 23, 2011

Board of Directors Senior Citizens Outreach Entity, Inc. Richwood, Louisiana

In planning and performing our compilation of the financial statements of Senior Citizens Outreach Entity, Inc., (a Nonprofit Organization) as of and for the year ended December 31, 2010, we became aware of a certain matter that we deemed necessary to discuss with you. A summary of our comments regarding such matter are included in ML-2010-01 below. This letter does not affect our report dated September 23, 2011, on the financial statements of Senior Citizens Outreach Entity, Inc.

We will review the status of these comments during our next compilation engagement. We have already discussed the matter noted below with the management of Senior Citizens Outreach Entity, Inc., and we will be pleased to discuss them in further detail at your convenience.

Sincerely,

Lette + Business, LAC

#### ML-2010-01

In accordance with state statute, Senior Citizens Outreach Entity, Inc.'s annual financial statements and accompanying compilation report are required to be submitted to the Office of the Legislative Auditor on or before June 30 of each year. Senior Citizens Outreach Entity, Inc.'s annual financial statements and accompanying compilation report for the year ended December 31, 2010, were not submitted to the Office of the Legislative Auditor by June 30, 2011, for the following reason:

Senior Citizens Outreach Entity, Inc., did not provide the information necessary for the compilation to its accountants until after the deadline for submitting its annual financial statements and accompanying compilation report to the Office of the Legislative Auditior. Consequently, Senior Citizens Outreach Entity, Inc., did not submit its annual financial statements and accompanying compilation report to the Office of the Legislative Auditor by its due date.

Auditee Response and Corrective Action: Management of Senior Citizens Outreach Entity, Inc., agrees with the comments noted above. Management is aware of the annual reporting requirements to the Office of the Legislative Auditor, strives to comply with such requirements and, expects to have its information to the accountants preparing its financial statements in a timely manner for all subsequent periods.

Person Responsible for Corrective Action:

Catherine Washington, Executive Director 5125 Brown Road Richwood, Louisiana 71202